

**BOARD OF LICENSURE OF ARCHITECTS, LANDSCAPE ARCHITECTS
AND INTERIOR DESIGNERS**

**BOARD MEETING MINUTES
July 19, 2005**

DATE: July 19, 2005

LOCATION: 122 Northern Ave.,
Gardiner, Maine

TIME SCHEDULED: 9:00 a.m.

TIME CALLED TO ORDER: 9:15 a.m.

TIME ADJOURNED: 2:15 p.m.

MEMBERS PRESENT:

William Bisson, Architect
Robert Armitage, Architect

Lori White, Interior Designer
Janet Hansen, Architect
Claire Hunt, Public Member
Cinderella Norris, Architect
Terrence DeWan, Landscape Architect
R. Michael Pullen, Architect

MEMBERS ABSENT:

Melvin Braverman, Public Member

OTHERS PRESENT:

Carol Leighton, Administrator
Robert Perkins, A.A.G.
Jeffrey Frankel, Staff Attorney
Kim Baker-Stetson, Licensing Clerk
Susan Greenlaw, Board Clerk

CALL TO ORDER

The meeting was called to order by Board Chair William Bisson at 9:15 a.m.

AGENDA MODIFICATIONS

Members agreed to add the following:

- Review and Approval of Letter of Guidance - #ARC-022
- Chairman's Summary Report – NCARB 2005 Annual Meeting and Conference July 23-25, 2005, Miami Beach, Florida

OLD BUSINESS

Action on Minutes of May 17, 2005 Meeting

A typographical error was noted. A motion was made by Claire Hunt to approve the minutes of the May 17, 2005 meeting as corrected; seconded by Cinderella Norris. Unanimous.

Action on Tabled Applications/Items

Nothing to review.

**BOARD OF LICENSURE OF ARCHITECTS, LANDSCAPE ARCHITECTS
AND INTERIOR DESIGNERS**

**BOARD MEETING MINUTES
July 19, 2005**

NEW BUSINESS

Rules Discussion

Jeffrey Frankel, Staff Attorney, worked with the Board on drafting rules. A first draft will be available for review at the November 15 meeting.

Administrator's Report

Legislation Update: Unlicensed practice injunction and relief standing for trade association effective July 1, 2006.

Complaint Officer's Report

Review and Approval of Letter of Guidance - #ARC-022: Terrence DeWan recused and left the room. A motion was made by Claire Hunt to approve the Letter with the following amendments: Include the full board name in the first paragraph, add a closing quote to the second line of the second paragraph, and change the name of the complaint officer at the end of the document; seconded by Lori White. Bisson, Hansen, Hunt, Norris, Pullen, and White voted in the affirmative; none opposed; Armitage abstained. Motion carried.

Interviews

| NAME | RECIPROCITY/EXAM | LICENSE TYPE | ACTION |
|------------------|-----------------------|---------------------|--|
| Kevin Horgan | Reciprocity with RI | Landscape Architect | Approved. Motion: DeWan Second: Pullen Unanimous. |
| Suzanne Morin | Non-Accredited Degree | Interior Designer | Approved for reinstatement pending payment of appropriate fees. Motion: White Second: Hunt Unanimous. |
| David Schoenerr | Reciprocity with CA | Architect | Approved pending receipt of verification of licensure from CA. Motion: Hansen Second: Armitage Unanimous. |
| Stephen Pedersen | Reciprocity with CA | Architect | Approved pending receipt of verification of licensure from CA. Motion: Armitage Second: Norris |

**BOARD OF LICENSURE OF ARCHITECTS, LANDSCAPE ARCHITECTS
AND INTERIOR DESIGNERS**

**BOARD MEETING MINUTES
July 19, 2005**

| | | | |
|--|--|--|------------|
| | | | Unanimous. |
|--|--|--|------------|

Correspondence

William Bisson provided a report on the NCARB 2005 Annual Meeting and Conference in which he attended July 23-25, 2005 in Miami Beach, Florida.

Review and Action on Applications

Reinstatement Request – Chester P. Keefe, II (architect license expired 6/30/2003): A motion was made by Claire Hunt to send a letter requesting completion of an original application, payment of appropriate fees, and additional information on any projects he may have been involved in during the time he was unlicensed; seconded by Robert Armitage. Unanimous.

New applicant disclosing contracts for architectural services that are currently being performed in Maine: Terrence DeWan recused and left the room. A motion was made by Lori White to table pending a request for further information relating to the projects disclosed in a letter attached to the Affidavit; seconded by Claire Hunt. Armitage, Bisson, Hansen, Hunt, Norris, Pullen, and White voted in the affirmative; none opposed. Motion carried.

Reinstatement Request – George Livingstone (architect license expired 6/30/2003): A motion was made by Claire Hunt to approve pending payment of appropriate fees; seconded by Cinderella Norris. Unanimous.

Next Meeting Scheduled for September 20, 2005

OTHER BUSINESS

ADJOURN

Being no further business, the meeting adjourned at 2:15 p.m.